

STATEMENT OF WORK
FOR
PROFESSIONAL VETERINARY SERVICES

GENERAL: CWYVAMC at Bay Pines Florida requires technical and professional services for a veterinarian with specialty in laboratory animal medicine, requiring special training and experience in providing oversight of animal care. The position requires an approval of the Chief Veterinarian Medical Officer (CVMO), Washington, D.C. and in-depth knowledge of and experience in VHA Handbooks governing animal welfare and protection and Bay Pines Center Memorandums and Standard Operating Procedures

SCOPE OF WORK: The Contractor shall be responsible for protecting the personnel furnishing the services under this contract. To carry out this responsibility, the Contractor shall provide the following for these personnel as a minimum; workers compensation, income tax withholding, and social security payments. The parties agree that contractor personnel shall not be considered DVA employees for any purpose and shall be considered employees of the Contractor and will not have access to PHI.

(a) REQUIREMENTS: The Attending Veterinarian (AV) shall establish, maintain, and supervise programs of disease control and prevention, zoonosis, and quarantine procedures; pest and parasite control; pre-procedural and post-procedural care; nutrition; euthanasia; and adequate veterinary care for all animals on the premises of the licensee/registrant. Preventative medical aspects of this program are in accordance with good veterinary practices and include consideration of potential zoonotic disease prevention measures, and consists of a program in accordance with the "Guide for the Care and Use of Laboratory Animals", the Animal Welfare Regulations Title 9 CFR Subchapter A "Animal Welfare", the PHS Policy on Humane Care and Use of Laboratory Animals and VHA Handbook 1200.07. This written program for veterinarian care is reviewed annually and updated when necessary.

(b) HOURS OF SERVICE

Adequate Veterinary Care is guaranteed through regularly scheduled visits by the veterinarian(s) and trained VMU staff:

- 1) The Attending Veterinarian will generally conduct routine visits at the facility every month, but never less than quarterly.
- 2) The Attending Veterinarian will be on call 24/7 during normal and off duty hours, including weekends and holidays.
- 3) The VMU staff will consult the Attending Veterinarian remotely, as necessary, between visits. Additional visits will be conducted as needed to ensure appropriate animal care.

(c) Duties of the VMC include, but are not limited to:

1. Ex-officio, voting member of the IACUC, attending IACUC meetings and semi-annual site visits.
2. Guides researchers, animal care staff, the IACUC and research administrators with respect to compliance with animal research regulations, guidelines and prevailing standards.
3. Helps to create policies and standard operating procedures and prepare the animal facility for AAALAC and other regulatory site visits.
4. Drafts and reviews compliance documents such as annual reports to regulatory agencies, PHS Animal Welfare Assurance.
5. Provides consultations regarding design of animal studies, appropriate species selection and veterinary pre-review of each ACORP and feedback that can be in writing or direct discussion with the PI prior to submission to the IACUC for review.
6. Surgical and peri-operative care oversight, consultation and training.
7. Assists with the selection of appropriate anesthetic regimens and analgesia.
8. Consultation of research staff regarding alternatives to animal models and the utilization of the 3R's and harm-benefit analysis.
9. Performs yearly mandatory training session for all animal users on topics chosen in agreement with the IACUC and VMU-S including regulatory, veterinary medical and experimental topics
10. Directs VMU-S in performing hands-on training for research personnel in biotechnology including but not limited to species specific handling, injection techniques, blood collection and euthanasia methods.
11. Directs health surveillance program for rodents.
12. Oversees quarantine procedures, reviewing health reports from approved and non-approved vendors.
13. Guides the VMU-S in writing SOPs for the VMU, Emergency Disaster Plan, and IACUC Policy.
14. Oversees pest control program and is knowledgeable on product safety.
15. Oversees proper Storage and Handling of Drugs and Biologics.
16. Species specific behaviors and species separation.
17. Promotes positive relationships between VA and non-VA entities.
18. Assists the CVMO if requested.
19. Participates in and meet personally with IACUC representatives to discuss and sign the report of each semiannual IACUC evaluation of the VA facility animal research program and facilities, promptly after the report is signed by the IACUC for presentation to the Medical Center Director (must be in person).
20. Reviews design plans for any animal facility construction or renovations estimated to cost greater than \$100,000 including equipment.
21. Notifies the IACUC in writing or by email within 5 business days of becoming aware of any matter related to the VA animal research program that suggests the occurrence of or is itself potentially a matter that must be reported to agencies overseeing the use of animals in research.
22. Participates in investigative Subcommittees as needed.
23. Maintains strong working knowledge of all relevant federal animal welfare laws, regulations and policies.
24. Consults with the CVMO and or senior ORO veterinarian directly with regard to animal research and compliance issues.
25. Provides input to the local research administrators preparing the proposed annual budget for the VMU.
26. Consults with the SRS, occupational health professional, and the Safety and or Biosafety Officer as needed.

CONTRACT ADMINISTRATION DATA: The Contracting Officer is the only person authorized to approve changes or modify any of the requirements under contract. The Contractor shall communicate with the Contracting Officers Representative (COR) on all matters pertaining to contract administration. Only the Contracting Officer is authorized to make commitments or issue changes, which will affect price quantity, or quality of performance of this contract. In the event the contractor effects any such change at the direction of any person other than the Contracting Officer, the change shall be considered to have been made without authority and no adjustment will be made in contract price to cover any increase in costs incurred as a result thereof.

| **There should be a clause for transitioning period when the contract is terminated or expired**